

Burgh Castle Parish Council

Chairman: Brian Swan

Vice Chair: Bob Grimmer

Minutes from the Parish Council Meeting held on Monday 9th October 2023 held at Burgh Castle Village Hall

Present: Cllrs B. Swan (Chair), M Greenacre, W Griffiths, J. Hogg, P Carter, S. Titterington and K. Ruddock (Clerk) and two members of the public.

The meeting commenced at 7.30pm

Public Section

A resident was present at the meeting to report ongoing problems with vehicles travelling at speed, and visibility issues, on Back Lane. NCC have not cut back the hedges on the side of the lane for the last two years. The lane is used by a lot of dog walkers and horses and in its current condition it is not safe. The resident stated he and a friend has cut back a stretch of the hedgerow themselves to try and improve the visibility. Borough Cllr Carpenter has been contacted about the issue, and has arranged to have two horse warning road signs installed, however it is felt this measure alone will not resolve the issues.

The Chairman confirmed he will pass these comments onto Borough Cllr Carpenter after the meeting.

Cllr Carter reported there had been a problem over two weekends with very loud music being played by the Breydon Water Holiday Park during their caravan sales event. Neighbours on Butt Lane did speak to staff at the time, however they were not helpful at all and nothing was resolved, music continued to be played well above an acceptable level. The company has since been reported to GYBC.

With no further business the public section was closed and main meeting commenced at 7.42pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr Grimmer and Borough Cllr Carpenter. To accept the apologies proposed Cllr Greenacre, seconded Cllr Carter. All in Favour.

2. DECLARATIONS OF INTEREST

Cllr Greenacre – Belton with Browston Parish Council, Parochial Church Council, Burgh Castle Village Hall Committee & Burgh Castle Playing Field Committee

Cllr Swan – Village Hall & Burgh Castle Playing Field Committee

3. MINUTES FROM LAST MEETING

The minutes from the meeting held on 11th September 2023 had been circulated to all members prior to the meeting – To accept them as a true and accurate record proposed Cllr Griffiths, seconded Cllr Greenacre. All in Favour.

4. MATTERS ARISING

- The Chairman reported the Neighbourhood plan is still making good progress, another Steering Group meeting will be held tomorrow evening to discuss the draft plan.
- The Clerk reported she had attended Nalc AGM last week, there were a number of speakers to discuss topics such as an update to the current financial regulations.

5. HIGHWAY MATTERS

- The Chairman reported prior to the meeting he had contacted the Highways Engineer to

- notify him that there are cones and road work signs which have been left on the curb next to the entrance of Bure Village Holiday Park which need to be removed..
- It was agreed to place an advert in the next edition of the Village Voice asking for volunteers to take over the planting of the village sign flowerbeds.

It was agreed subject to the response from the article to then decide what further works is needed in this area. If no volunteers come forward the flowerbeds may have to be grassed over. Cllr Hogg suggested the Parish Council could make a request to NCC to have larger wooden posts installed around the grass verge similar to those that have been installed on the Fritton village sign grass verge.

- It was agreed for the Chairman to contact County Cllr Smith to try and find out when it is expected that the resurfacing work is due to start on High Road corner, and when the new wooden posts will be installed on the grass verge next to the entrance to the Roman Fort.

6. PLANNING

Application Approved:

06/23/0687/TEL Butt Lane 7 Louis Dahl Rd Fixed line broadband apparatus

06/23/0313/HH Marsh House, High Road Erection of single storey rear family room

It was agreed for the Clerk to contact the Planning Dept to find out the status is of the Mill Road dog walking planning application, as there have been a number of dog walkers seen using the field recently.

7. FINANCIAL MATTERS

	Detail	Amount
BACS	Kate Ruddock salary 472.00 plus 1 hour neighbourhood plan meeting 10/10/23 14.75 less tax 97.40	£389.35
BACS	Nina Dockerty wage	£109.41
BACS	HMRC Kate Ruddock tax	£97.40
BACS	Garden Guardian (7 th Payment of 9) (vat £119.11)	£714.67
BACS	K. Ruddock – refund bank postage	£3.10
BACS	B. Swan – refund for plants	£27.00
BACS	Burrell Pest Control	£75.00
	Total	£1,415.93

Bank Balance after October payments:

Community Acc £ 25.00

Premium Acc £21,742.92

£21,767.92

Payments into account: GYBC precept £6840.

To propose payment for the above sheet Cllr Greenace, seconded Cllr Titterigton. All in Favour.

Bank Account Signatories

It was agreed for Cllr Titterigton to be the fourth signatory for the Councils accounts. Proposed Cllr Swan, seconded Cllr Carter. All in Favour.

Short Term Investment

It was agreed for the Clerk to contact Cambridge and Counties bank to obtain an update on the

progress of the £10,000 investment, only an acknowledgement of the application form received to date.

Concurrent Function Grant

The Chairman added he will contact County Cllr Smith after the meeting to find out if there is any update on the concurrent function grant.

8. BURIAL GROUND

Burial Ground Shrub Beds

The Chairman reported G.Y. Services, G.D.C. , A.S. Gardening and H.B. Landscapes had all been contacted to obtain a quotation to undertake the burial ground shrub bed works, however none of the companies had submitted a quotation.

A quote had been received from D.R. Gardening and Landscapes totalling £870 including VAT.

It was agreed by all members to accept this quotation subject to it including the removal of all items upon completion of the works which was included in the job specification. Proposed Cllr Carter, seconded Cllr Titterington. All in Favour.

John Green Bench

The Chairman stated he will contact the Green family again to find out if the bench is going to be returned to the Burial Ground.

Garden Guardian

It was agreed for the Clerk to:

- Ask that they trim the bank next to the spoil heap now the soil has been levelled off.
- To notify them that contractors will be on site shortly undertaking the shrub bed works.
- To ask them to trim the nettles back that are in the conservation area in the Churchyard.

The Clerk confirmed the letters concerning items being left on some of the graves in the Burial Ground will be sent out to the next of kin.

9. ROMAN FORT

It was reported the flooding at the entrance to the Roman Fort car park remains unsolved. The Trust have carried out some repair work but the entrance still floods every time there is heavy rain

It was agreed for the Clerk to contact Norfolk Archaeological Trust about the flooding issue and about the general maintenance and condition of the site, and to enquire what their future plans are.

Once the response has been received it can be followed up with a more detailed letter addressing issues such as the various trip hazards that need repairing around the site.

It was reported some of the fields are now being cut by a new contractor. It was agreed to make this an agenda item at the next meeting for further discussion.

10. BUSES

It was reported that there are still a very limited number of school children using the No.5 Bus Service, during both the 2.20pm and 3.30pm services. It was agreed to contact County Cllr Penny Carpenter to ask what NCC can do about this, would it be possible for them to fund a separate bus service for the school children.

11. TIME AND DATE OF NEXT MEETING & ITEMS FOR THE AGENDA

The next meeting will be on Monday 13th November 2023, 7.30pm at Burgh Castle Village Hall.

With no further business the meeting was closed at 8.20pm